

# **2010 Takoma Park Street Festival**

**Sunday, October 3, 2010**

**10 a.m. to 5 p.m.**

**Rain or Shine**

## **Guidelines for Participation**

**Fees:** ARTISTS – **You may only sell items that you have made by hand. No imports.** Only original work may be sold by the artist. If you are selling items that are not your creation, you will be asked to remove them from your booth. Fee: \$125 per 10 x 10 ft. space. Enclose two pictures of the items you intend to sell with your application.

COMMUNITY GROUPS - \$100 per 10 x 10 ft space. These spaces are available to nonprofit and public organizations only. Leafleting outside of the booth is not allowed. If you want to participate in the Festival, you must have a booth.

FOOD VENDORS - \$450 per 10 x 15 ft. space. **Each food vendor must have a Montgomery County Health Department Permit.** No food vendor will be allowed on site without this permit. Please call 240-777-3986 for permit information. Vendors must provide their own supplies such as water, power, etc, and must clean-up their site after the Festival is over. New food vendors are required to make a **\$200 deposit**, refundable after the festival, if the vendor has cleaned up and left by 6:45pm.

OLD TAKOMA MERCHANTS - \$125 per 10 x 10 ft space. Old Takoma merchants are businesses located in the Old Takoma area, from the Takoma Junction to the Takoma Theatre. OTBA members receive a 20% discount.

**Requirements:** All vendors must arrive before 9:00am for set-up. All vendors must be finished by 6:45 pm and vehicles must be off the street. Vendors must provide all their own needs: tables, chairs, canopy, supplies. OTBA only provides the booth space. Registration fees must accompany each application.

**Deadline:** **Please note: spaces for this festival fill up fast.** Space will be allocated to eligible participants based on the order applications are received, taking into account, however, the need to offer an appropriate mix of participant/vendor types and items sold. The festival is usually filled by June. Late applicants will be placed on the waiting list.

**Notification:** August 1.

**Refunds:** No refunds will be made after September 1.

**No Rain Date:** Please remember that there is no rain date. If the festival is rained out, we cannot refund participant fees.

**Space:** Every effort will be made to honor requests, however, space preference cannot be guaranteed.

**Taxes:** Taxes are the responsibility of each vendor. As required by law, OTBA will submit the final list of festival vendors to the State of Maryland.

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## **Food Vendor Application**

**Apply early; the festival is usually filled by May!**

**Name** \_\_\_\_\_

**Business Name** \_\_\_\_\_

**Address** \_\_\_\_\_

**City, State, Zip** \_\_\_\_\_

**E-mail** \_\_\_\_\_

**Website** \_\_\_\_\_

**Phone** \_\_\_\_\_ **Alternate Phone** \_\_\_\_\_

**Brief description of items to be sold** \_\_\_\_\_

**NOTE: All food vendors must have a valid Montgomery County Health Permit.**

***If you have a space preference for the festival, please indicate it:*** \_\_\_\_\_

***I have read the guidelines and agree to the rules and regulations set forth by the Old Takoma Business Association for the Takoma Park Street Festival.***

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Payment Enclosed** \_\_\_\_\_

### **Submit:**

- **completed and signed application form,**
- **\$450 registration fee (checks payable to OTBA,**
- **a business size self-addressed stamped envelope,**
- **\$200 refundable deposit for new food vendors (who haven't done the Takoma Street Festival before).**

***Mail to: OTBA, P.O. Box 5440, Takoma Park, MD 20913***